



COMMUNITY DEVELOPMENT DEPARTMENT
80 Columbia Avenue, Marysville, WA 98270
(360) 363-8100, (360) 651-5099 FAX

Utility Application Procedures for Commercial Projects

- 1) Commercial water/sewer capital improvement fees are due at time of final site plan approval per Ordinance No. 2557 (12/04). All capital improvement fees, meter installation fees, and side sewer inspection fees must be paid prior to issuance of Certificate of Occupancy. Fee schedules for estimating purposes can be found online under Capital Improvement Charges (see below).
- 2) Applicant must apply for water/sewer utilities using a city authorized form (signed by an authorized representative) and may submit the form at time of building permit application. Civil plans must be approved prior to sale. Information must match the building permit and civil site plans. Conflicting information will result in delays and additional costs. For prompt service, attach copy of building permit and site plan and submit completed form to the Development Services Technician (360-363-8220). Forms can be found online at www.ci.marysville.wa.us. Click on Community Development; Web Kiosk under Documents; Utility Request for Commercial or Industrial Projects under Land Development. Forms may also be found at the Public Works/Community Development Department located at 80 Columbia Ave.
- 3) Owner/Developer's engineer must determine meter size required for individual buildings, fire sprinkler systems, and irrigation systems. If the field crew finds the requested meter does not match the setter, additional fees will be assessed for bushings and trips.
- 4) Water for construction purposes can be obtained by requesting a temporary "watchdog meter" by calling 360-363-8112, or see clerk at 80 Columbia Ave. Requires 48 hours notice.
- 5) Testing of the building plumbing system can be performed by using the meter bypass system if the meter has not been installed. Locks are to be installed and removed by authorized city personnel only. Call 360-363-8161 for assistance.
- 6) Irrigation meters require a double check valve assembly, installed per city standards. It must be certified, tested, and reports provided to City Water Quality Division before final approval or Certificate of Occupancy is issued. Call 360-363-8164 for details and inspection.
- 7) Any unauthorized use of city water/sewer systems is not permitted per MMC 14.05.070 and violators will be subject to discontinuance of services and/or additional fees and penalties.